



CITY OF FORT LAUDERDALE
Department of Sustainable Development
Urban Design & Planning Division
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LAND USE PLAN AMENDMENT

Cover: Deadline, Notes, and Fees
Page 1: Applicant Information Sheet
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DEADLINE: Submittals must be received by 4:00 PM each business day. Pursuant to Section 47-24.1(1), the Department will review all applications to determine completeness within five (5) business days. Applicants will be notified via email, if plans do not meet the submittal requirements and if changes are required.

FEES: All applications for development permits are established by the City Commission, as set forth by resolution and amended from time to time. In addition to the application fee, any additional costs incurred by the City including review by a consultant on behalf of the City, or special advertising costs shall be paid by the applicant. Any additional costs, which are unknown at the time of application, but are later incurred by the City, shall be paid by the applicant prior to the issuance of a development permit.

Land Use Plan Amendments – City & County Plans **\$ 10,030.00**

NOTE: Any applicant submitting a development application with a residential component is subject to public school concurrency and shall be required to submit a Public School Impact Application (PSIA) for review by the School District. Evidence of acceptance of the PSIA and payment of the applicable application fee to the School district shall be required prior to acceptance of the development application by the City of Fort Lauderdale.

Page 1: Land Use Plan Amendment - Applicant Information Sheet

INSTRUCTIONS: The following information is requested pursuant to the City's Unified Land Development Regulations (ULDR). The application must be filled out accurately and completely. Please print or type and answer all questions. Indicate N/A if does not apply.

Case Number (To be filled out by Dept.)	
Date of complete submittal	

NOTE: For purpose of identification, the **PROPERTY OWNER** is the **APPLICANT**

Property Owner's Name	
Property Owner's Signature	If a signed agent letter is provided, no signature is required on the application by the owner.
Address, City, State, Zip	
E-mail Address	
Phone Number	
Proof of Ownership	[<input type="checkbox"/>] <u>Warranty Deed</u> or [<input type="checkbox"/>] <u>Tax Record</u>

NOTE: If **AGENT** is to represent **OWNER**, notarized letter of consent is required

Applicant / Agent's Name	
Applicant / Agent's Signature	
Address, City, State, Zip	
E-mail Address	
Phone Number	
Letter of Consent Submitted	

Development / Project Name	
Development / Project Address	<u>Existing:</u> <u>New:</u>
Legal Description	
Tax ID Folio Numbers (For all parcels in development)	
Request / Description of Project	

Future Land Use Designation	
Proposed Land Use Designation	
Current Use of Property	
Gross/Net Site Area (SF / Acreage)	

For Sites 10 acres or less:

Was site granted a land use amendment within prior 12 months?	YES	NO
Does owner of site own property within 200 feet of property that was granted a land use change within the prior 12 months?	YES	NO
Does owner of site own property within 200 feet of property that was granted a land use change within the prior 12 months?	YES	NO
Does amendment involve residential land and propose a density greater than 10 dwelling units per acre?	YES	NO

Page 2: Technical Specifications

DOCUMENTATION REQUIRED WITH ALL APPLICATIONS:

Fourteen (14) copies of the amendment report for Development Review Process (to be submitted with initial application)

Applicant will be notified when the following additional copies are required:

Fifteen (15) copies of the amendment report for Planning & Zoning Board

Twenty (20) copies of the amendment report for the City Commission

Fifteen (15) copies of the amendment report for the Broward County Planning Council

Ten (10) copies of the amendment report for State Dept. of Community Affairs, for sites greater than ten (10) acres

CONTENTS OF AMENDMENT REPORT:

Include a table of contents in the amendment report that identifies the page on which the narrative addressing each issue begins and the page on which any map or graphic is located.

1. AMENDMENT SITE DESCRIPTION

- A. Concise written description of the general boundaries and gross and net acreage of the proposed amendment.
- B. Sealed survey, including legal description of the area to be amended.
- C. Map at a scale of 1"=300' clearly indicating the amendment's location, boundaries and proposed land uses.
- D. Applicant's rationale for the amendment.

2. EXISTING AND PROPOSED USES

- A. Current and proposed City of Fort Lauderdale and Broward County Land Use Plan designation(s) for the amendment site. If multiple land use designations, describe gross and net acreage within each designation.
- B. Current land use designations for the adjacent properties.
- C. Indicate if the flexibility provisions of the Broward County Land Use Plan have been used for adjacent areas.
- D. Existing use of amendment site and adjacent areas.
- E. Proposed use of the amendment site including proposed square footage for each non-residential use and/or dwelling unit count. For RAC, LAC, TOC, TOD and MUR amendments, please provide each existing non-residential use square footage and existing dwelling units for amendment area.
- F. Maximum allowable development per land use under existing designation for the site, including square footage for each non-residential use and/or dwelling unit count.

3. ANALYSIS OF PUBLIC FACILITIES AND SERVICES

A. Sanitary Sewer Analysis

- i) Identify whether the amendment site or a portion is currently and/or proposed to be serviced by septic tanks.
- ii) Identify the sanitary sewer facilities serving the amendment site including the current plant capacity, current plus committed demand on plant capacity, and planned plant capacity.
- iii) Identify the net impact on sanitary sewer demand resulting from the proposed amendment. Provide calculations, including anticipated demand per square foot or dwelling unit.
- iv) Identify the projected plant capacity and demand for the short and long range planning horizons as identified within the adopted comprehensive plan. Provide demand projections and information regarding planned plant capacity expansions including year, identified funding sources and other relevant information.
- v) Correspondence from sanitary sewer provider verifying the information submitted as part of the application on items 1-4 above. Correspondence must contain name, position and contact information of party providing verification.

B. Potable Water Analysis

- i) Identify the facilities serving the service area in which the amendment is located including the current plant capacity, current and committed demand on the plant and the South Florida Water Management District (SFWMD) permitted withdrawal, including the expiration date of the SFWMD permit.
- ii) Identify the wellfield serving the service area in which the amendment is located including the permitted capacity, committed capacity, remaining capacity and expiration date of the permit.
- iii) Identify the net impact on potable water demand, based on adopted level of service resulting from the proposed amendment. Provide calculations, including anticipated demand per square foot or dwelling unit.
- iv) Identify the projected capacity and demand for the short and long range planning horizons as identified within the adopted comprehensive plan - provide demand projections and information regarding planned wellfield and planned plant capacity expansions including year, funding sources and other relevant information. If additional wellfields are planned, provide status including the status of any permit applications.
- v) Correspondence from potable water provider verifying the information submitted as part of the application on items 1-4 above. Correspondence must contain name, position and contact information of party providing verification.

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C. Drainage Analysis

- i) Provide the adopted level of service standard for the service area in which the amendment is located.
- ii) Identify the drainage district and drainage systems serving the amendment area.
- iii) Identify any planned drainage improvements, including year, funding sources and other relevant information.
- iv) Indicate if a Surface Water Management Plan has been approved by, or an application submitted to, the SFWMD and/or any independent drainage district, for the amendment site. Identify the permit number(s), or application number(s) if the project is pending, for the amendment site. If an amendment site is not required to obtain a SFWMD permit, provide documentation of same.
- v) If the area in which the amendment is located does not meet the adopted level of service and there are no improvements planned (by the unit of local government or drainage authority) to address the deficiencies, provide an engineering analysis which demonstrated how the site will be drained and the impact on the surrounding properties. The information should include the wet season water level for the amendment site, design storm elevation, natural and proposed land elevation, one hundred year flood elevation, acreage for proposed water management retention area, elevations for buildings, roads and yards, storage and runoff calculations for the design storm and estimated time for flood waters to recede to the natural land elevation.
- vi) Correspondence from local drainage district verifying the information submitted as part of the application on items 1-5 above. Correspondence must contain name, position and contact information of party providing verification.

D. Solid Waste

- i) Provide the adopted level of service standard for the municipality in which the amendment is located.
- ii) Identify the solid waste facilities serving the service area in which the amendment is located including the landfill/plant capacity, current plus committed demand on landfill/plant capacity, and planned landfill/plant capacity.
- iii) Identify the net impact on solid waste demand resulting from the proposed amendment. Provide calculations, including anticipated demand per square foot or dwelling unit.
- iv) Correspondence from the solid waste provider verifying that capacity is available to serve the amendment area the information submitted as part of the application on items 1-3 above. Correspondence must contain name, position and contact information of party providing verification.

E. Recreation and Open Space Analysis (Residential Uses Only)

- i) Provide the adopted level of service standard for the service area in which the amendment is located and the current level of service. Identify the parks serving the service area in which the amendment is located including acreage and facility type, e.g. neighborhood, community or regional park.
- ii) Identify the net impact on demand for park acreage, resulting from this amendment.
- iii) Identify the projected park needs for the short and long range planning horizons as identified within the adopted comprehensive plan - provide need projections and information regarding planned expansions including year, identified funding sources, and other relevant information.

F. Traffic Circulation Analysis

- i) Identify the roadways impacted by the proposed amendment and indicate the number of lanes, current traffic volumes, adopted level of service and current level of service for each roadway.
- ii) Identify the projected level of service for the roadways impacted by the proposed amendment for the short (five year) and long range planning horizons. Please utilize average daily and p.m. peak hour traffic volumes per Broward County Metropolitan Planning Organization plans and projections.
- iii) Calculate anticipated average daily and p.m. peak hour traffic generation for the existing and proposed land use designations. If the amendment reflects a net increase in traffic generation, identify access points to/from the amendment site and provide a distribution of the additional traffic on the impacted roadway network and identify the resulting level of service change for the short (5 year) and long range planning horizons.
- iv) Provide any transportation studies relating to this amendment, as desired.

G. Mass Transit Analysis

- i) Identify the mass transit modes, existing and planned mass transit routes and scheduled service (headway) serving the amendment area within one-quarter of a mile.
- ii) Quantify the change in demand resulting from this amendment.
- iii) Correspondence from transit provider verifying the information submitted as part of the application on items 1-2 above. Correspondence must contain name, position and contact information of party providing verification.
- iv) Describe how the proposed amendment furthers or supports mass transit use.

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4. ANALYSIS OF NATURAL AND HISTORIC RESOURCES

Indicate if the site contains, is located adjacent to or has the potential to impact any of the natural and historic resource(s) listed below, and if so, how they will be protected or mitigated.

- A. Historic sites or districts on the National Register of Historic Places or locally designated historic sites.
- B. Archaeological sites listed on the Florida Master Site File.
- C. Wetlands.
- D. Local Areas of Particular Concern as identified within the Broward County Land Use Plan.
- E. "Endangered" or "threatened species" or "species of special concern" or "commercially exploited" as per the Florida Fish and Wildlife Conservation Commission (fauna), the U.S. Fish and Wildlife Service (flora and fauna), or the Florida Department of Agriculture and Consumer Services (fauna). If yes, identify the species and show the habitat location on a map.
- F. Plants listed in the Regulated Plant Index for protection by the Florida Department of Agriculture and Consumer Services.
- G. Wellfields - indicate whether the amendment is located within a wellfield protection zone of influence as defined by Broward County Code, Chapter 27, Article 13, "Wellfield Protection". If so, specify the affected zone and any provisions that will be made to protect the wellfield.
- H. Soils - describe whether the amendment will require the alteration of soil conditions or topography. If so, describe what management practices will be used to protect or mitigate the area's natural features.
- I. Beach Access - Indicate if the amendment site fronts the ocean or would impact access to public beaches. If so, describe how public beach access will be addressed.

5. AFFORDABLE HOUSING

Describe how the proposed amendment will meet the requirements of Broward County Land Use Plan Policy 1.07.07.

6. LAND USE COMPATIBILITY

Describe how the amendment is consistent with existing and planned future land uses in the area (including adjacent municipalities and/or county jurisdictions). Identify specific land development code provisions or other measures that have or will be utilized to ensure land use compatibility.

7. HURRICANE EVACUATION ANALYSIS

For those land use plan amendments located in a hurricane evacuation zone, provide a hurricane evacuation analysis based on the proposed amendment, considering the number of permanent and seasonal residential dwelling units (including special residential facilities) requiring evacuation, availability of hurricane shelter spaces, and evacuation routes and clearance times. The hurricane evacuation analysis shall be based on the best available data/modeling techniques as identified by the Broward County Emergency Management Agency.

8. REDEVELOPMENT ANALYSIS

Indicate if the amendment is located in an identified Redevelopment (i.e., Community Redevelopment Agency, Community Development Block Grant) area. If so, describe how the amendment will facilitate redevelopment and promote approved redevelopment plans. Provide a verification letter from the Redevelopment Authority.

9. INTERGOVERNMENTAL COORDINATION

Indicate whether the proposed amendment site is adjacent to other local governments. If so, please provide additional copies for the notification and/or review by adjacent local governments. Describe measures that will be taken to assure compatibility with the adjacent land uses in those jurisdictions.

10. CONSISTENCY WITH GOALS, OBJECTIVES AND POLICIES

List the goals, objectives and policies of the City of Fort Lauderdale Comprehensive Plan and the Broward County Land Use Plan that the proposed amendment furthers and state how the amendment furthers those goals, objectives and policies.

11. POPULATION PROJECTIONS

- A. Population projections for the 20-year planning horizon (indicate year).
- B. Population projections resulting from proposed land use (if applicable).
- C. Using population projections for the 20-year planning horizon, demonstrate the effect of the proposed amendment on the land needed to accommodate the projected population.

12. PUBLIC EDUCATION ANALYSIS

The applicant is encouraged to contact the School Board staff to discuss these issues as soon as possible.

- A. Identify the existing public elementary and secondary education facilities serving the area in which the amendment is located.
- B. Identify the existing school enrollment and permanent design capacity of the public elementary and secondary education facilities serving the area.
- C. Identify the additional student demand resulting from this amendment - calculations must be based on applicable student generation rates specified in the Broward County Land Development Code.
- D. Identify the planned and/or funded improvements to serve the area in which the amendment is located as included within the School Board's five year capital plan - provide student demand projections and information regarding planned permanent design capacities and other relevant information.
- E. Identify other public elementary and secondary school sites or alternatives (such as site improvements, nominal fee lease options, shared use of public space for school purposes etc.), not identified in Item D above, to serve the area in which the amendment is located.